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To: "Tau Beta Pi Nat'l Convention" <tbpcon-1@speedy.eece.ksu.edu>  
Subject: Meeting Sunday @ 5p S164E  
Date sent: Wed, 23 Sep 1998 15:02:11 -0500 (CDT)

Team,

We need to have a meeting on this Sunday at 5pm in S164E. We only have 2 weeks from today until delegates start arriving. I have a few questions for you all.

Laura and Nicholls -- Who will set up, clean up, and tear down for the luncheon in the Atrium on Saturday? It would be best if the catering services automatically clean up afterwards. If it is our group, I need to make sign up times for that.

Nicholls -- I'm calling Roger today. I'll ask him if he can hook himself up with a wallensac.

Have you found a place to get the five TV/VCR units? I'm calling the Holidome today also. I'll ask if they can supply tables and chairs for all the activities and meetings there at the Holidome. I put a list of all physical facility requirements in your IMSE box. It lists the numbers of tables and chairs, when, and where. I'm also going to give the Holidome a copy of this today.

How is it coming with the rooms at the other hotels, like Best Western and Motel 6?

Eddie and Dalton -- The sergeant of KCI Airport Police said that it was OK for our chartered buses to pick people up and drop people off. We're supposed to let them know the dates, # of people, and which bus companies. He also said that we should speak with Captain Harmon there, and coordinate with him -- like where the greeters will be, and this and that. We're using US Air, right? He said US Air is at Terminal A. If we call Captain Harmon a couple days beforehand, we can have buses go to the corner of Mexiko and Paris streets and meet a police officer there. Before the flight arrives, the bus will be sent up to Terminal A to pick people up directly there. Exactly what was the other plan?

Dalton -- We need to get the bus/flight/arrival/# people schedule completed as soon as possible. If we get it done this weekend, that'll work. We need to do it so that you can let the buses know specific times, and so that we can let KS-A know specific times/flights/#people etc. Thanks. Again, I'll meet with you on Friday. Let me know what time.

Liz 'n' Carrie -- How about volleyball on the grass? Maybe I talked with you about this already. Anyway, what's the word?

Orsborn -- Do you need me to bring the banner to you sometime to get the bottom portion fitted with velcro? If so, let me know.

Later All,  
If anyone else has questions/problems, let me know. Thanks.

Budke